

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: **AIRPORT**

DATE: OCTOBER 30, 2007

Committee Members Present:

Supervisors Tessier
Stec
O'Connor
Haskell
Mason
Girard
Sokol

Others Present:

Marshall Stevens, Airport Manager
William Lamy, DPW Superintendent
Kim Lussier, Empire East Aviation
Hal Payne, Commissioner of Administrative &
Fiscal Services
Joan Sady, Clerk of the Board
Debra L. Schreiber, Legislative Office
Specialist

Mr. Tessier called the Airport Committee meeting to order at 11:18 a.m.

Motion was made by Mr. Mason, seconded by Mr. Stec, and carried unanimously to approve the minutes of the October 2, 2007 Committee meeting, subject to correction by the Clerk.

Privilege of the floor was extended to Marshall Stevens, Airport Manager, who distributed copies of his Agenda to the Committee members, and *a copy of same is on file with the minutes.*

Mr. Stevens apprised the first two items on the agenda were Capital Projects that had been completed and he was requesting to close: H205.9550 280 - Taxiway "A" and Terminal Apron Phase II Rehab (C); and H243.9550 280 - Airport Sewer Improvements.

Motion was made by Mr. Stec, seconded by Mr. Girard and carried unanimously authorizing the requests as outlined above; and to refer same to the Finance Committee for consideration. *Copies of the resolution request forms are on file with the minutes.*

Mr. Stevens apprised that the proposal from C & S Engineers, Inc. for a design services agreement involving the wetland mitigation was significantly higher than he expected. He said their original estimate was \$58,000, compared to their new proposal of approximately \$100,000, an increase of approximately \$40,000. Therefore, he requested permission to obtain an independent fee estimate from Stantec Consulting Group, Inc., for a lump sum amount up to \$3,000.

Motion was made by Mr. Stec, seconded by Mr. Sokol and carried unanimously authorizing the request as outlined above; and the necessary resolution was authorized for the November 16, 2007 Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Relative to Item 4 of the agenda, Mr. Stevens requested an agreement with DTN Meteorologix, a company that provided the weather forecasting services and notification alerts during the winter months, for a lump sum amount of \$2,400.

Motion was made by Mr. Mason, seconded by Mr. Stec and carried unanimously authorizing the request as outlined above; and the necessary resolution was authorized for the November 16, 2007 Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Mr. Haskell entered the meeting at 11:21 a.m.

Referring to Item 5, Mr. Stevens stated page 7 consisted of a summary of RFP's (Request for Proposals) relating to the use of the former maintenance hangar. He said Empire East Aviation submitted a proposal requesting a one-year lease for a monthly rent fee of \$200 to be utilized for storage purposes. He noted the second proposal he received was from Northeast LSA asking for a five-year lease with a monthly rent fee of \$600 to establish a dealership for light sport aircraft (LSA).

Kim Lusser, Empire East Aviation, entered the meeting at 11:23 a.m.

Mr. Stevens briefly explained the new light sport aircraft was considered a recreational-type aircraft that was much smaller than most planes; they did not fly at night; they only flew short distances; no pilot's license was required; no medical examination was needed and the flight training requirements were significantly less than those for regular aircraft. Mr. Stevens stated at this particular time he was only seeking a direction from the Committee; however, he noted, that should they elect to lease the building to Northeast LSA, the installation of a sewer line would be required.

A brief discussion ensued.

Motion was made by Mr. Mason, seconded by Mr. Girard and carried unanimously to authorize the Airport Manager to negotiate a one-year lease agreement with annual renewal options for up to four additional years with Northeast LSA.

With respect to the last item on the agenda, Mr. Stevens said a gentleman involved with a local car club was seeking permission to host their monthly "cruise-in" meetings on Airport property adjacent to Queensbury Avenue. He noted this area was primarily used for overflow parking for events such as the Adirondack Balloon Festival; however, he said, in this particular case, the car club would hold their meeting in this area once a month, show off their cars, eat and leave. Mr. Tessier suggested Mr. Stevens gather additional details and bring the matter before the Committee at the next meeting.

William Lamy, Superintendent, Department of Public Works (DPW), distributed copies of the Airport portion of the Budget Performance Report. He indicated funds were transferred due to the shortfall in Overtime Salaries, and the monies reflected under "Road and Bridge Materials" were earmarked for paving the area where Mr. Schermerhorn constructed his new hangar. Mr. Lamy indicated a shortfall was created by the purchase of specialized sand for the Airport runways, thereby necessitating a transfer of funds.

In response to an inquiry by Mr. Girard, Mr. Lamy replied the Personnel/Human

Resources Committee had approved the request to fill the Airport Maintenance Worker position in exchange for deleting a laborer position from the Buildings & Ground staff that was vacant. He noted the vacant Airport Maintenance Worker position had been posted.

There being no further business to come before the committee, on motion by Mr. Haskell and seconded by Mr. Girard, Mr. Tessier adjourned the meeting at 11:36 a.m.

Respectfully submitted,

Debra L. Schreiber
Legislative Office Specialist